

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF SAN BERNARDINO COUNTY, CALIFORNIA
AND RECORD OF ACTION**

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July 29, 2003

FROM: **EMIL A. MARZULLO**, Director
 Special Districts Department

**SUBJECT: AMENDMENT NO. 2 FOR ON-CALL ENVIRONMENTAL CONSULTANT
 SERVICES TO ALL COUNTY SERVICE AREAS, IMPROVEMENT ZONES AND
 DISTRICTS**

RECOMMENDATION: Acting as the governing body of all Board-Governed County Service Areas, Improvement Zones and Board-Governed Districts, approve Amendment No. 2 to the following contracts, which extends the expiration dates to June 30, 2004:

<u>Contract No.</u>	<u>Consultant</u>	<u>Maximum Amount</u>
00-723	Chambers Group	\$50,000
00-724	Tom Dodson & Assoc.	\$50,000
00-725	Lilburn Corporation	\$50,000
00-726	Tetrattech Incorporated	\$50,000

BACKGROUND INFORMATION: On July 25, 2000, the Board of Supervisors approved these four on-call consultant service contracts to provide professional environmental consultant services. These services include performing analyses, preparing necessary documentation such as Initial Studies, Reports, Negative Declarations, Mitigated Negative Declarations and Clearinghouse Reviews. The Department does not have staff available to perform these specialized tasks, so it is necessary to perform them on a contract basis under the California Environmental Quality Act (CEQA) and the National Environmental Policy Act (NEPA).

The original contract terms were for a two (2) year period, with extension provisions for up to three (3) years, in one-year increments. These consultants are currently working on outstanding projects, so it is advantageous to extend their contracts as well as to perform services needed on an increasing backlog of additional projects. This will be the second extension to these contracts.

All of the consultants' performance has been satisfactory to date and the Department finds it is in its best interest to extend the contracts an additional year. The Department plans to initiate a new RFP next year to competitively select new consultants.

REVIEW BY OTHERS: This action has been reviewed by County Counsel (Jean-Rene Basle) on July 11, 2003 and by the County Administrative Office (Wayne Thies, Administrative Analyst) on July 11, 2003.

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FINANCIAL IMPACT: Costs of services for these four (4) contracts will not exceed an annual amount of \$50,000 per contract, for an aggregate total of \$200,000. The districts will fund consultant services as required, and in accordance with approved operating and Capital Improvement Project budgets. The districts will approve and issue work orders for each specific individual service required.

COST REDUCTION REVIEW: The County Administrative Office has reviewed this agenda item and concurs with the department's request and recommends this action based on requirements for environmental reporting and reviewing. The expenditure for these four contract extensions will be funded from individual District's Capital Improvement projects budget or operating accounts and will meet all Federal and State mandated CEQA/NEPA requirements. The Districts will issue and monitor work orders for each environmental report or review as required per project based on the approved schedule of fees as submitted by the individual firms. Work assignment and issuance will be based on the best-qualified company for the type of review/report required and the availability of the firm at the time the report is required. This action poses no impact to the County's General Fund.

SUPERVISORIAL DISTRICT(S): All

PRESENTER: Emil A. Marzullo 387-5950